**CONTINUING EDUCATION ASSESSMENT FORM**

This form is for your own records. DO NOT submit to the Board.

Program Activity: **Stormwater Manual Webinars and Minnesota Pollution Control Agency training**

Originally broadcast: **December 15, 2016 and various dates following**

Professional Development Hours: **1.0 to 2.0, depending on the length of the event**

This worksheet is intended for use by individuals to help determine if Professional Development Hours (PDH) may be claimed for a particular course or activity. The Board of AELSLAGID does NOT pre-approve any courses, activities or sponsors for continuing education.

• If you are able to affirmatively answer all of the questions below, you can be reasonably sure that the learning activity

meets the statutory requirements and can be counted toward your continuing education requirement.

• If your answer to any of these questions is no, this learning activity may not qualify for professional development hours.

All the questions are based on the requirements in [MN Statute 326.107 subd. 2-3](https://www.revisor.mn.gov/statutes/?id=326.107).

Sponsors of continuing education courses or activities may complete this form and provide it to participants to keep with their supporting documentation of the course/activity.

1. Continuing education must consist of learning experiences which enhance and expand the skills,

knowledge and abilities of practicing professionals to remain current and render competent

professional services to the public. Does this course/activity meet this requirement? How so?

**The webinars provide information on select topics from the Minnesota Stormwater Manual. The MN Stormwater Manual is a widely used resource that provides guidance and technical information used to manage urban stormwater quantity and quality. Because the manual is continuously updated, webinars focus on providing new information in the area of stormwater management.**

**Training sessions apply to tools used by stormwater practitioners and permittees to manage urban stormwater quantity and quality. Examples include the Minimal Impact Design Standards (MIDS) Calculator and the Minnesota Pollution Control Agency Simple Estimator.**

2. There must be a clear purpose or objective for each activity to maintain, improve, or expand skills

and knowledge obtained prior to initial licensure or certification or develop new and relevant skills

and knowledge. Does this course/activity meet this requirement? How so?

**Webinars: Stormwater management continues to evolve as new practices are developed and additional information is collected. The Stormwater manual provides state of the art information that allows stormwater managers / practitioners to implement the most effective and efficient stormwater practices.**

**Training: The tools for which training is provided are used to reduce volume and pollutants discharged from stormwater runoff to receiving waters. These tools require familiarity with basic concepts of stormwater management. Training provides attendees with skills needed to use these tools.**

3. Is the content well organized and presented in a sequential manner?

**Yes**

4. Is there evidence of pre-planning? Explain:

**Yes. Webinars and trainings are announced several weeks in advance, speakers / presenters are selected in advance, presentations are prepared and discussed in advance. As appropriate, materials are available in the Minnesota Stormwater Manual prior to and after an event. When appropriate, materials are sent to attendees in advance of an event.**

5. Do you have the opportunity for input (i.e. ask questions)?

**Yes – there is a chat box attendees can use during webinars and there is typically a Q&A session after speakers and/or at the end of an event. Training sessions are interactive. In some cases, surveys are conducted following an event.**

6. Is the presentation made by persons who are well qualified? Explain:

**Yes. MPCA staff are always in attendance, including the person responsible for maintaining the manual or conducting the training. Speakers are secured if appropriate in addition to MPCA staff. In the case of training, because training focuses on tools that attendees use, the person conducting the training is familiar with the tool and responsible for development and updating of the tool.**

7. Is there an ability to document your participation in the activity? (If yes, keep this documentation for your records.)

**Yes**